

**ECA Board Meeting
March 8, 2021 @ 6-7pm**

Action Item Summary

- **ACTION ITEM:** All remaining board members should fill out the requisite forms if they have not yet done so.
- **ACTION ITEM:** All new committee co-chairs to work with their committees to determine the best time for regular meetings and provide info to Emma.
- **ACTION ITEM:** All board members to provide information to Dakota on observations or areas to focus on related to Easttown trash can locations.
- **ACTION ITEM:** Drew to follow-up with Early Bird on where they got their foot pedal sanitizer dispensers

Minutes

1) Welcome & Call to Order (President)

- Meeting called to order at 6:03 pm by Dakota Riehl-Davis

2) Approval of the Agenda & Minutes

- **Motion** by Pamela Goderski. **Seconded** by Steven Martinez-Thiel.
 - Motion carried unanimously - Agenda approved
- **Motion** by Steven Martinez-Thiel. **Seconded** by Pamela Goderski.
 - Motion carried unanimously - Minutes approved

3) Financial Report (Treasurer)

- There is a cash balance in the bank accounts totalling \$64,544 (compared to \$71,510.34 in January) as of March 1, 2021. The PPP1 Loan has been forgiven. The application for PPP2 was submitted on 1/28/21 for and is pending a response.
- The 2022 CDBG grant application was submitted on 2/28/21 for \$18,000 and \$20,000 in Community Leadership and Public Safety funding as in previous years.
- Motion to approve Dakota Riehl-Davis and Steven Martinez-Thiel as signatories to Lake Michigan Credit Union accounts .
 - **Motion** by Pamela Goderski. **Seconded** by Noah Joseph.
 - Motion carried unanimously.

4) Operating Updates (Executive Director)

- The EC is working on a building management plan. The inspection for the new tenant furnace is scheduled for March 8th. - More information to come
- The new Board member orientation took place on March 2nd. A presentation for use each year was created along with a folder of information and resources. Conflict of interest and other forms should be completed by each Board member (including continuing members) as soon as possible.
 - **ACTION ITEM:** All remaining board members should fill out the requisite forms if they have not yet done so.

- The Access newsletter should go to print early this week.

5) Committee Co-Chair Vote

- Click [HERE](#) for the list of committee descriptions and openings.
- Following people were nominated for the various committees
 - Garden
 - Mike Bopp
 - Gavin Cornwell
 - Bricks & Mortar
 - Christian Verley
 - Liz Girgen
 - Community Engagement
 - Noah Joseph
 - Drew Fisher
 - Christian Verley
 - Events, Fundraising, & Marketing
 - Pamela Goderski
 - Brigid Avery
- Motion to confirm all nominated committee co-chairs
 - **Motion** by Rion Hollenbeck. **Seconded** by Gavin Cornwell.
 - *Motion carried unanimously, motion passes*

6) Committee Updates

Community Engagement

- The Community Engagement meeting took place on March 3rd. The Committee will be dropping of Covid vaccine info and recruiting new Host Neighbors on blocks without representation in mid-march.
 - Committee is looking to create a host neighbor landing page
 - Things to include in the welcome packet
 - Space in the Access for individual host neighbors
 - **ACTON ITEM:** Determine a regular meeting time for the committees - work of the new co-chairs
 - Dakota to share survey results with the board. 111 people voted, got great feedback and information to review

Bricks & Mortar

- The Bricks and Mortar Committee meeting is to-be-scheduled. New co-chairs for this committee are yet to be identified. A couple of residents have expressed interest in transportation and traffic safety issues who might be interested in attending the next meeting or getting more involved.
- Working on a building plan for the ECA building - very old building, needs some work, need to determine long-term maintenance - plans forthcoming to the board for review
- Some community residents reached out to help with transportation safety related items - Emma to direct to the Bricks & Mortar committee

Events/Fundraising/Marketing

- The Events Committee met on February 26th. \$1,100 in donations were collected from the 2021 Annual Meeting.
- Looking for a better time that is more accommodating to the committee members.
- March 25th mindfulness zoom / pre meeting
- Looking at another food-related event, potentially "Eatown"

- Pam is willing to provide additional details for new board members on what has worked and what hasn't
- Two people are needed to lead the planning for each upcoming event. The upcoming tentative event dates are:
 - May 22 - Dumpster Day (Pamela and Brigid)
 - June 26 - Bizarre Bazaar (may not be able to do this due to Covid safety, so discussions still underway)
 - Sept. 11 - Street Fair (looking at doing it smaller, Bizarre Bazaar level)
 - Oct. 16 - Howl-o-ween (Dakota)

Garden

- Mike will get with Leslie, Katie, and Amanda to see if they want to be on the committee
- Typically meetings are 1st and 3rd thursdays of the month

7) Other Business/Action Items

- Discussion on individuals sharing Eastown events on personal social media - this is encouraged as part of being on the board
- Emma has posted the events on the website and Facebook
- March 10 Eastown Business Association is hosting their annual meeting
 - Information is posted on Slack
- Uptown Inc. - Dakota Riehl-Davis
 - Started a new program called Uptown Ambassadors - 3-4 times a week, picking up trash, providing directions, sanitizing, etc.
 - Mulligans is a high-traffic area, so Dakota will provide that feedback to the group
 - Looking to provide more trash cans in Eastown (6-7)
 - Trash can distribution to Uptown was per what was agreed upon, outside of Eastown which we have a need due to damage / removal
 - **ACTION ITEM:** Provide information to Dakota on observations or areas to focus on
- Noah Joseph
 - Host neighbors - Board members confirm who is host neighbor for your block
 - Board members are expected to be host neighbors for their block
 - Noah to provide assignments within the week
 - Pamela: Blocks and former board members - good to ask
 - Host neighbor info is in Google Drive
 - [Host Neighbor Safety Bags/Survey - Google Drive](#)
 - If you want to be host neighbor, feel free to update the list and let Noah know
 - Board members are free to reach out to their host neighbors
- Emma Heemskerck
 - Bar scene - how do we encourage people to be responsible once we can start going out
- Pamela Goderski
 - Community engagement committee ensure they have the right student services people on speed dial to ensure communication between our board and that group
 - We can use them as well for events, and volunteers
 - Emma to remind the EBA as well as it's part of their responsibility
 - Confirmed we can add community members to the Slack channels. Staci to provide information
- Brigid Avery
 - Aquinas should provide something to remind students to be good neighbors
 - Co-chairs should be introduced to Aquinas contacts, etc.
- Drew Fisher
 - Foot pedal sanitizers for locations?
 - **ACTION ITEM:** Drew to follow-up with Early Bird who has one

8) Adjournment

- Meeting adjourned at 6:51 p.m.

Next Meeting Date: April 12, 2021 @ 6pm

In attendance: (7 required for quorum)

- ✓ Dakota Riehl-Davis, President
- ✓ Staci Rickman, Vice President
- ✓ Steven Martinez-Thiel, Treasurer
- ✓ Rion Hollenbeck, Secretary
- ✓ Brigid Avery
- ✓ Mike Bopp
- ✓ Gavin Cornwell
- ✓ Drew Fisher
- ✓ Liz Girgen
- ✓ Pamela Goderski
- ✓ Noah Joseph
- ✓ Christian Verley
- ✓ Emma Heemskerk, Executive Director

(Left click twice on an individual box, then right click and select check mark)